

REQUEST TO BE PLACED ON THE AGENDA

1. NAME OF PERSON OR ORGANIZATION
2. ADDRESS:
3. SUBJECT OF AGENDA REQUEST
4. EXPLAIN NATURE OF REQUEST OR COMPLAINT:
(Be precise so that the Council will be fully aware of the request and/or complaint.)

DATE: _____ SIGNATURE: _____

A copy of the foregoing will be given to each Council member prior to the Meeting and, if applicable, to the appropriate Department head.

Agenda items must be submitted to the Town Clerk's office before 3:00 p.m. on Tuesday prior to the meeting date.